

**COMMISSIONERS MEETING  
MINUTES**

**09/15/2021**

The September 15, 2021, York County Board of Commissioners' Meeting was held at the York County Administrative Building, 28 E. Market St., 2<sup>nd</sup> Fl. York, PA 17401.

**1. CALL TO ORDER**

President Commissioner Julie Wheeler called to order the September 15, 2021, meeting at 10:00 a.m.

Also Present: Vice President Commissioner Doug Hoke, Commissioner Ron Smith, Solicitor Michelle Pokrifka, Controller Gregory Bower, and Assistant to the President Commissioner Rebecca Laird.

**A. Opening Ceremony/ Pledge of Allegiance**

Veteran, Don Bradley.

**B. Invocation**

Rev. Kevin Shively, St. Matthew Lutheran Church.

**C. Proclamations**

A proclamation was read by Commissioner Ron Smith for National Recovery Month.

A proclamation was read by Commissioner Hoke for Hunger Action Month.

**2. CONSENT AGENDA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve the Consent Agenda items A through G as listed below:

- a. Minutes from the Board of Commissioners Meeting September 1, 2021.
- b. Subsidized Adoption Assistance Agreement between the County of York, on behalf of York County Office of Children, Youth & Families, and the following adoptive parents, for adoption assistance at the rates indicated for the adoption of the following minor children until each child reaches the age of 18 years; and a one-time payment for costs incidental to the adoption of each child not to exceed \$2,000.00:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
HP & BP, York, PA	AMEP fka AMEM	\$55.00
HP & BP, York, PA	OMP fka OVPM	\$55.00

- c. Subsidized Adoption Assistance Agreement between the County of York, on behalf of York County Office of Children, Youth & Families, and the following adoptive parents, for adoption assistance at the rates indicated for the adoption of the following minor children until each child reaches the age of 21 years; and a one-time payment for costs incidental to the adoption of each child not to exceed \$2,000.00:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
LC, Dallastown, PA	SCC-C fka SCC	\$2.27

- d. Subsidized Adoption Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **MR**, Manchester, PA who has adopted **CIB** fka **CIB**, amends the Subsidized Adoption Assistance Agreement (the “Agreement”) made effective June 2, 2021, in that the name of the Child is being amended from **CIB** to **CJIB**.
- e. Memorandum of Agreement between the County of York, on behalf of York County Office of Children and Youth Families and the Solicitor supporting the County Agency; **Diakon-SWAN, LLC**; and Diakon’s subcontractor, **Family Design Resources, York, PA** to provide SWAN Legal Services for the period of **July 1, 2021** through **June 30, 2022**.
- f. Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service provider at the rates indicated, for the period of July 1, 2021 through June 30, 2022:

<u>Youth Transit Authority, LLC - PO Box 7095, Reading, PA 19610-6095</u>	
<u>Programs</u>	<u>Unit Cost</u>
One Transportation Specialist and Vehicle for Low Risk Transport	
7-1-21 through 12-31-21	\$56.25 / Hour
1-1-22 through 6-30-22	\$57.93 / Hour
Two Transportation Specialists and Vehicle for High Risk Transport	
7-1-21 through 12-31-21	\$77.25 / Hour
1-1-22 through 6-30-22	\$79.57 / Hour
Additional Driver – approval required	\$28.25 / Hour
Tolls	Cash Price of Tolls
Meals, up to allowable rates, for Transport and Specialists when required	Breakfast - \$10.00 Lunch - \$15.00 Dinner - \$25.00
(Itemized receipts required for Tolls/Meals)	

- g. Budget Adjustments for the month of August 2021 as submitted by the Budget Director.

### 3. GRANTS

#### A. Pennsylvania Commission on Crime and Delinquency, Harrisburg, PA

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve an extension to a grant agreement between the County of York, on behalf of the Adult Probation Department, and the Pennsylvania Commission on Crime and Delinquency, Harrisburg, PA, in the amount of \$49,995.00. The Department of Probation Services was awarded an overdose reduction grant in February of 2021. The grant needs to be extended until March 31, 2022 to expend all funds.

#### **B. Pennsylvania Commission on Crime and Delinquency, Harrisburg, PA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve an extension to a grant agreement between the County of York, on behalf of the Adult Probation Department, and the Pennsylvania Commission on Crime and Delinquency, Harrisburg, PA, in the amount of \$130,499.00, The Department of Probation Services in partnership with the Program, It's About Change, are seeking to extend the existing grant to be able to expend all grant funds through March 31, 2022.

#### **C. Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a grant modification between the County of York, on behalf of the District Attorney's Office, and the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA, for a no-cost extension of the Project Open Door grant through June 2022.

### **4. CONTRACTS**

#### **A. Central Pennsylvania Food Bank, Harrisburg, PA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a contract agreement between the County of York, on behalf of the Human Services Department, and Central Pennsylvania Food Bank, Harrisburg, PA, to provide eligible commodities to food pantries, soup kitchens, and shelters participating in the State Food Purchase Program, for a total cost of \$589,908.72, for the period of July 1, 2021 to June 30, 2022.

#### **B. Collens-Wagner Agency, Inc., York, PA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a contract agreement between the County of York, on behalf of the Human Resources Department, and Collens-Wagner Agency, Inc., York, PA, to provide Cyber Liability Insurance coverage, for a total cost of \$69,250.00, for the period of September 6, 2021 to September 6, 2022.

#### **C. Harris Recording Solutions, Maitland, Florida**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a contract agreement between the County of York, on behalf of the Recorder of Deeds Office, and Harris Recording Solutions, Maitland, Florida, to provide a Public Notification Service, for a total cost of \$13,000.00 for license and set up.

Laura Shue, Recorder of Deeds, commented that this will be a great addition to their office.

#### **D. Concord Technologies, Seattle, WA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a contract between the County of York, on behalf of the Information and Technology Services Department, and Concord Technologies, Seattle, WA, for electronic fax services, from October 1, 2021 to September 30, 2022.

## **5. BID AWARD**

### **A. Yohe Paving, Spring Grove, PA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a bid award between the County of York, on behalf of Parks and Recreation Department, and Yohe Paving, Spring Grove, PA, the lowest responsible bidder, for emergency repairs to the northern extension of the Heritage Rail Trail due to storm damage, in the total amount of \$47,000.00.

## **6. RATIFY**

### **A. Declaration of Disaster Emergency**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve and ratify the Declaration of Disaster Emergency for the County of York, Pennsylvania issued by the York County Commissioners on September 1, 2021 for Hurricane Ida.

## **7. RESOLUTIONS**

### **A. Resolution 2021-24**

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2021-24 authorizing the issuance by the York County Industrial Development Authority of up to \$558,000.00 of tax-exempt financing to Shelby P. and Lauren N. Smoker for the purpose of acquiring a farm located at 3449 Delta Road, Airville, Lower Chanceford Township, York County, Pennsylvania, as authorized under federal tax law as a qualifying first-time farmer. – Kenetha Hanson, representing YCIDA, spoke about the process to obtain tax exempt financing.

### **B. Resolution 2021-25**

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2021-25 the 2020 York County Consolidation Annual Performance and Evaluation Report and authorize its submission to the U.S Department of Housing and Urban Development (HUD). The report covers the accomplishments of the HOME investment Partnership Act (HOME), Community Development Block Grant (CDBG), and Emergency Solutions Grant (H-ESG) Programs, for program year 2020.

## **8. AWARD**

### **A. Marcellus Shale Legacy Funds**

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to award Marcellus Shale Legacy Fund grants to the following entities and projects as listed below:

Entity	Project	Allocated
Felton Borough	Playground and Pavilion	20,000.00
Glen Rock Borough	Watershed Assessment to mitigate flood, erosion & stormwater mgmt.	48,500.00
New Freedom Borough	Goodfellow Park playground equipment	36,000.00
Peach Bottom Township	Upgrade the Electrical System of the Recreation Center	60,000.00
Shrewsbury Borough	Sweeney Memorial Park - Electrical Service	10,000.00
Spring Grove Area School District	Development of a Sand Volleyball Court open to Community	29,000.00
Spring Grove Borough	Acquisition of 6.7 acres of open space from SGASD	20,000.00
	<b>Total</b>	223,500.00

## 9. RELEASE OF UNDS

### A. Washington Township owned by Edward K. Potts

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve and release funds in the amount of \$54,626.85 to Farm & Natural Lands Trust of York County for acquisition of a conservation easement of 98.8 +/- acres in Washington Township owned by Edward K. Potts.

### B. Chanceford Township owned by Mark A. Bupp, Brian E. Bupp and Sheila J. Bupp

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve and release funds in the amount of \$19,328.15 to Farm & Natural Lands Trust of York County for acquisition of a conservation easement of 32.8 +/- acres in Chanceford Township owned by Mark A. Bupp, Brian E. Bupp and Sheila J. Bupp.

## 10. SUBMISSION

### A. Needs Based Plan Budget

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve and ratify the submission of the 2022-2023 Children, Youth and Families, Needs Based Plan and Budget, on behalf of the York County Office of Children, Youth and Families, to the Pennsylvania Department of Human Services, Office of Children, Youth and Families, Harrisburg, PA, for the period of July 1, 2022 through June 30, 2023 in the amount of \$55,328,968.00.

## **11. TAX REFUND REGISTER**

### **A. Register 2021-06**

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2021-06 authorizing payment of York County real estate tax refunds totaling \$688.69.

## **12. CHECK REGISTER**

### **A. September 8, 2021**

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of September 8, 2021 totaling \$7,260,372.82.

### **Weekly Disbursement Totals for September 8, 2021**

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
01	General Fund	\$ 1,313,193.79
01	230014 ~ Records Improvement Escrow	
01	230034 ~ ROD Automation Fees Escrow	
01	230036 ~ ROW Automation Fees Escrow	
01	230037 ~ COC Automation Fees Escrow	
01	230039 ~ Proth Automation Fees Escrow	
01	Payroll	\$ -
01	Ag Land Preservation	\$ -
01	Escrow	\$ -
01	Marcellus Shale	\$ -
03	Unclaimed Money	\$ -
04	Donations	\$ 1,080.00
05	Controlled Substance	\$ 4,927.79
06	Human Services	\$ 5,397,389.68
07	Children & Youth	\$ 258,972.62
08	911	\$ 1,151.62
08	911 Act 12	\$ -
09	YC Capital Reserve	\$ -
10	Liquid Fuels	\$ 14,866.00
10	YC Local Use Fee	\$ -
10	Liquid Fuels Act 44	\$ -
10	Marcellus Shale Bridge Maintenance	\$ 13,890.65
11	Prison Telephone	\$ -
25	Aging	\$ 28,933.89
28	MH-IDD	\$ 108,558.33
32	YAHC Joinder Gov Capitation	\$ 5,104.98

32	YAHC Joinder Gov Reinvestment	\$	1,200.00
35	Domestic Relations	\$	376.00
36	Earn-It	\$	-
40	Weatherization Liheap	\$	-
45	Block Grant	\$	40,239.97
46	Affordable Housing	\$	436.80
47	Revolving Fund	\$	-
50	Continuum of Care	\$	9,215.77
51	Weatherization Doe	\$	-
55	American Resue Plan	\$	-
71	Land Preservation Fund	\$	-
72	Tax Claim	\$	-
74	OPEB Trust	\$	-
75	Retirement	\$	60,412.43
80	Bonds	\$	-
90	Drug & Alcohol	\$	422.50
<b>Total</b>		\$	<u>7,260,372.82</u>

### **B. September 15, 2021**

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve the Check Register or the week of September 15, 2021 totaling \$5,466,878.39.

### **Weekly Disbursement Totals for September 15, 2021**

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
01	General Fund	\$ 2,993,197.35
01	230014 ~ Records Improvement Escrow	\$ 893.00
01	230034 ~ ROD Automation Fees Escrow	
01	230036 ~ ROW Automation Fees Escrow	
01	230037 ~ COC Automation Fees Escrow	
01	230039 ~ Proth Automation Fees Escrow	
01	Payroll	\$ -
01	Ag Land Preservation	\$ -
01	Escrow	\$ -
01	Marcellus Shale	\$ -
03	Unclaimed Money	\$ -
04	Donations	\$ 550.00
05	Controlled Substance	\$ 9,141.74
06	Human Services	\$ 8,422.40
07	Children & Youth	\$ 1,035,457.02
08	911	\$ 19,278.57
08	911 Act 12	\$ -
09	YC Capital Reserve	\$ 1,403.71
10	Liquid Fuels	\$ 5,509.50

10	YC Local Use Fee	\$	492,387.75
10	Liquid Fuels Act 44	\$	378.50
10	Marcellus Shale Bridge Maintenance	\$	-
11	Prison Telephone	\$	-
25	Aging	\$	63,315.92
28	MH-IDD	\$	428,023.64
32	YAHC Joinder Gov Capitation	\$	14,486.80
32	YAHC Joinder Gov Reinvestment	\$	33,759.54
35	Domestic Relations	\$	446.01
36	Earn-It	\$	463.11
40	Weatherization Liheap	\$	18,971.92
45	Block Grant	\$	23,478.54
46	Affordable Housing	\$	-
47	Revolving Fund	\$	95.25
50	Continuum of Care	\$	-
51	Weatherization Doe	\$	8,372.93
55	American Resue Plan	\$	-
71	Land Preservation Fund	\$	-
72	Tax Claim	\$	20,344.87
74	OPEB Trust	\$	-
75	Retirement	\$	13,257.53
80	Bonds	\$	276,011.98
90	Drug & Alcohol	\$	123.81
<b>Total</b>		\$	<b>5,466,878.39</b>

### 13. REPORT OF EXECUTIVE SESSIONS

Commissioner Wheeler reported that there were 2 executive sessions held to discuss personnel issues in the Treasurer's Office and Election Office.

### 14. OTHER BUSINESS

Commissioner Wheeler updated the public that York County Office of Emergency Management is urging everyone who received damage from Tropical Strom Ida to report it. There are flyers on their website with information or you can call FEMA 1-800-621-3362.

### 15. PUBLIC COMMENTS

Mayor Helfrich, York City, spoke about his concerns moving city polling locations so close to the general election.

Sam Dorm, Spring Garden Township, voiced her concerns regarding grants for families with children that have intellectual disabilities. There are not enough resources for the working parents that need daycares for their children.

Tom Hartill, York City, spoke about his concerns changing the polling locations so close to the general election.

Ryan Prater, Central Pennsylvania Food Bank, thanked the commissioners for the proclamation that was read today. September is Hunger Action Month "What can you do"?



Learn, Commit, and speak up. Learn about hunger in your community, donate, pledge to volunteer or create a virtual food drive fundraiser and help us meet our \$100,000 challenge. Send a message to elected officials and ask them to support programs and funding that address the root causes of hunger.

Jennifer Brillhart, York County Food Bank, thanked the Commissioner's for the recognition today.

Thomas Paulp, York City, spoke about election integrity.

Helen Ziegler, York City, asked questions about the voting locations and when does the ADA extension expire. She also spoke about using the united way building for a polling location. Lots of parking.

Chad Baker, Chair of the Democratic Party of York, spoke regarding the 8,000 mail in ballots not returned to the election office. The time frame for ballot drop off needs to be extended. Also the reorganization of the election office is too close to election day and he would like the commissioners to reconsider their decision.

Commissioner Wheeler thanked everyone for their comments.

## **16. ADJOURNMENT**

There being no further business to come before the Board of Commissioners, Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to adjourn the meeting at 10:56 a.m.

